

MICHIGAN BROKER-DEALER APPLICATION CHECKLIST/GENERAL INFORMATION

Listed below are the instructions on how to apply for Broker-Dealer registration pursuant to the Michigan Uniform Securities Act, 1964 PA 265, as amended, MCL 451.501 *et seq.*; MSA 19.776(101) *et seq.* Copies of the Act, form and instructions are available by writing to the address listed below or on our Web site at <http://www.cis.state.mi.us/ofis/>.

IF YOUR BROKER-DEALER IS A MEMBER OF THE NATIONAL ASSOCIATION OF SECURITIES DEALERS, INC. (NASD): Notify Web CRD that the firm intends to apply for broker-dealer registration in Michigan by amending the firm's Form BD on CRD. The CRD will advise Michigan and remove the \$250.00 Broker-dealer filing fee from your account and forward it to Michigan. Then **SUBMIT THE FOLLOWING DIRECTLY TO MICHIGAN** for review:

- ____ 1. A Current Balance Sheet and Net Capital Computation or detailed Focus Report not older than 45 days.
- ____ 2. A copy of the applicant's most recent audited financial statement. If the applicant has never had audited financial statements prepared, please explain the reason in writing. (See Section 202(a)(5) of the Michigan Uniform Securities Act and Rule 603.4.)

If the firm IS NOT A MEMBER OF THE NASD and will not be a member, submit all of the following directly to the State of Michigan for review:

- ____ 1. A current Form BD originally signed, dated and notarized by both the applicant and the notary with item 2 completed for Michigan.
- ____ 2. A cashier's check or money order payable to the State of Michigan for the \$250.00 filing fee.
- ____ 3. A copy of written supervisory procedures to be used by the proposed broker-dealer.
- ____ 4. A current balance sheet and net capital computation not older than 45 days that has been certified for correctness by an authorized person.
- ____ 5. A copy of the firm's most recent audited financial statement.

RETURN COMPLETED APPLICATION TO:

First Class Mail Delivery

Securities Unit
P.O. Box 30220
Lansing, Michigan 48909

Overnight Delivery (With Filing Fees)

Securities Unit
7150 Harris Drive
Lansing, Michigan 48909

Overnight Delivery (Without Filing Fees)

Securities Unit
611 West Ottawa, 2nd Floor
Lansing, Michigan 48933